

NHGRI IRB Checklist: New Protocols

(Include 1 copy with submission)

Principal Investigator: _____

Protocol Title: _____

Note: all new Investigators must complete Computer Based Training at <http://www.nihtraining.com/ohsrsite/cbt/cbt.html>.

NEW PROTOCOL FOR IRB REVIEW (original + 25 stapled copies)

- ☐ Form 1195 signed by PI, Accountable Investigator, SRC Chair, and Branch Chief
- ☐ Decision memo from DEC regarding NIH employee conflicts of interest
- ☐ Memo to Branch Chief responding point-by-point to SRC review
- ☐ SRC review
- ☐ Table of contents listing protocol and appendices, recruitment materials, and consent forms
- ☐ NHGRI Human Subjects Research Protocol
- ☐ Target/Planned Enrollment Table
- ☐ Appendices including questionnaires, educational materials, investigator's brochure, etc.
- ☐ Participant recruitment materials
- ☐ Consent form(s)

Materials for full IRB review must be submitted to Peggy McKoy, Bldg. 10, CRC/6-3340, by noon on the due date, or they may be reviewed at a later meeting. (See NHGRI IRB Calendar).

For questions regarding the checklist or submissions, please contact:

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IRB forms and templates can be found at <http://www.genome.gov/10005807>

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